Meeting of the General Faculty  
Friday, March 19, 2010 from 3:30 - 5:00 PM  
Dolan School of Business  
Room 110A and 110B

AGENDA

1. Announcements  
2. Approval of the minutes for the General Faculty Meeting of 11/20/2009 (attached)  
3. Proposed Handbook amendments on faculty representation on Board of Trustees committees (attachment)  
4. Report from the Faculty Salary Committee  
5. Adjournment.

ATTACHMENTS.

For item 2: Draft minutes of the 11/20/2010 General Faculty meeting (pages 2-16)  
For item 3: Background (page 17); Motions to be voted on (pages 17-21); Excerpt of AC minutes of 3/1/2010 (pages 22-23)

THE MEETING WILL BE FOLLOWED IMMEDIATELY BY A GALA RECEPTION  
HOSTED BY THE FACULTY WELFARE COMMITTEE/AAUP
FAIRFIELD UNIVERSITY
General Faculty Meeting
November 20, 2009
DRAFT Minutes of Meeting

Proxies were held by:
Debbie Chappell for Mary Frances Malone
Susan Rakowitz for Linda Henkel
Brian Walker for Shelley Phelan
Brian Walker for Ashley Byun McKay
Kathy Nantz for Marcie Patton
Beth Boquet for Robbin Crabtree
John Miecznikowski for Amanda Harper-Leatherman
Richard Regan for David Sapp
Richard Regan for Cinthia Gannett
Vin Rosivach for R. James Long
Marti LoMonaco for Mariah Sage
Shawn Rafalski for Peter Spoerri
Barbara Welles-Nystrom for Marsha Alibrandi

Professor Larry Miners, the Chair of the General Faculty, called the meeting to order at 3:38 PM.

1. **Announcements.**

Prof. Miners noted that, in addition to the previously distributed 37-page official packet for today’s meeting, the General Faculty Secretary had prepared a document, available at the front of the room, which contained just the list of six motions to be voted on (attached as Appendix 1).

Prof. Miners explained the procedure we will follow. For each agenda item after approval of minutes, faculty members will be called upon to explain each of the proposed Handbook amendments after which the floor will be opened for informational questions. Once all questions have been answered, the presenter will be seated and Prof. Miners will ask for a motion to be put forward. After that, debate will be limited to speaking either for or against the motion.

2. a. **Approval of Minutes of the Meeting on September 11, 2009**

   **MOTION.** to approve the minutes of the General Faculty meeting of 9/11/2009 as circulated.
   **MOTION PASSED.**

b. **Approval of Minutes of the Meeting on October 23, 2009.**

   The following motion was made by Professor Paul Lakeland and seconded by Professor Cecelia Bucki.

   **MOTION.** to amend the minutes of the General Faculty meeting of 10/23/2009 by inserting after Prof. Don Greenberg’s remarks in item 4 “Professor Greenberg’s remarks were followed by loud, sustained applause.”
   **MOTION PASSED.**

   **MOTION.** to approve the minutes of the General Faculty meeting of 10/23/2009 as amended.
   **MOTION PASSED.**
3. Proposed Handbook amendments on Academic Council Executive Committee and voting membership of the Academic Council

Prof. Kathy Nantz, Chair of the Academic Council Subcommittee on Governance (ACSG) was called upon. Prof. Nantz thanked the General Faculty for their diligence in attending to these important governance matters over a long period of time. She thanked the other members of the ACSG (Professors Don Greenberg, Susan Rakowitz, John Thiel and Jo Yarrington) for their hard work. She distributed a document, “A Roadmap to the Revised Governance Proposals Submitted by the ACSG, attached as Appendix 2. She reminded the General Faculty (GF) that the ACSG was formed to respond to the President’s Blue Ribbon Commission on Governance, the President’s Faculty Handbook Working Group which had all been informed by the NEASC accreditation team’s report. The ACSG defended the Handbook against the threats from the FHWG and was charged by the General Faculty in November 2009 which resulted in more work on the Journal of Record which is ongoing. Prof. Nantz described Motion 1, it gives voting privileges on the Academic Council to the Senior Vice President for Academic Affairs (SVPAA) and the General Faculty Secretary (GFS). She explained that the motion was an attempt on the part of the ACSG to move in a direction wanted by the administration and that the motion failed at the Academic Council on 10/5/2009.

Prof. John Thiel asked Prof. Nantz to clarify how Motion 1 is different from the motion brought to the GF last May.

Prof. Nantz explained that the motion defeated by the GF last May gave voting privileges to the SVPAA, the GFS and, in addition, to two academic deans.

Prof. Faith-Anne Dohm asked if the committee had considered the following scenario that could occur if Motion 1 passes. A policy could be passed by the Academic Council with the (voting) support of the SVPAA, but then if the President or the Executive Vice President does not like the policy, pressure could be put upon the SVPAA to use his veto power to keep the policy out of the Journal of Record. This would result in immeasurable harm to the integrity of the SVPAA. Did the ACSG consider this negative consequence of allowing the SVPAA to have both vote and veto?

Prof. Nantz felt that this was unlikely in a healthy institution. Prof. Thiel added that there were other problems now when the SVPAA has only voice.

There were no further questions for Prof. Nantz.

Prof. Rick DeWitt, Executive Secretary of the Academic Council, was called upon to explain how and why Motion 1 was before the GF. He thanked the ACSG for their work. He explained that the AC had taken up Motion 1 (and other motions coming up for a vote today) at four meetings this fall. Motion 1 (and Motion 2) had been rejected by the Academic Council and normally that would be the end of it. As the executive arm of the GF, the AC decision is normally final for such a matter. But, after a lot of discussion and debate, the AC decided to send the motions on to the GF. All the discussion and debate is included in the packet for today’s meeting. Prof. Nantz was no longer a member of the Academic Council and had not been privy to the AC’s discussions this fall, so Prof. Nantz can answer questions about the ACSG and its work; Prof. DeWitt could answer questions about the AC’s deliberations on the AC subcommittee’s work.

**MOTION 1. [Lane/Greiner]** That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended in section I.B.2 paragraphs 2 and 6 and I.B.6 paragraph 1 as follows. *(New language is in **bold** and language to be deleted is marked with *strikethrough*.)*

*Ex officio* members of the Council are the **Senior Vice President for Academic Affairs** Academic Vice President, the Deans of the Schools and the Secretary of the General Faculty. The **Senior Vice President for Academic Affairs and the Secretary of the General Faculty** are **ex officio** voting members. Additional *ex officio* positions may be accorded membership on the Council by appointment of the President and the Council. Faculty members of the Council are elected to represent the interest and orientations of the various Schools of the University.
The right to vote and/or to make and second motions is limited to faculty members elected to the Council and those ex officio members designated above as voting members. Other ex officio members do not have these rights. Only the elected faculty members on the Council have the right to vote and/or to make and second motions. Ex officio members do not have these rights. All Council members have the right and privilege of discussion. Additionally, the opportunity for direct communication from the President of the University to the members of the Council is afforded at all meetings in the Order of Business.

The Academic Council shall at its first meeting of the year, elect from its current elected membership a Chairperson for the ensuing year. The term of office is fixed at one year. The functions of the Chairperson are…

Prof. Miners opened up the floor for debate on the Motion 1.

Prof. Rick DeWitt spoke against Motion 1. The motion gives voting privileges to non-elected members of the Academic Council which is inappropriate for a representative body. The SVPAA has veto power over any policy that the Council passes for inclusion in the Journal of Record. No one on any representative body should have voice, vote and veto power.

Prof. Faith-Anne Dohm spoke against Motion 1, calling it ill-advised. She said there is no validity to the argument that the SVP on the AC without a vote is an impediment to shared governance.

Prof Dennis Hodgson read a statement in favor of Motion 1 on behalf of Prof. Betsy Bowen who had laryngitis. The statement expressed Prof. Bowen’s support for the motion, and how she had served as AC Executive Secretary the previous year, and felt the motion would improve the workings of the AC and the relations between faculty and administrators.

Prof. Joan van Hise felt we were moving in the wrong direction regarding shared governance, feeling that items that should be under faculty purview were now also falling under administrative purview. She noted that there had been requests from the Advancement division to register students in specific courses in DSB which is entirely inappropriate.

Prof. Cheryl Tromley said that what was truly needed was collaborative decision-making and that we should create structures that support collaborative work. In reality, she thinks that a vote for the SVPAA is meaningless and that the motion represents a symbolic statement. She is in favor of the motion.

Prof. John Thiel spoke in favor of Motion 1 calling it a symbolic gesture and noting that the SVPAA is a member of the General Faculty. He felt we were at a historic moment and should take this symbolic step, citing the negative energy that is required to continually fight battles with the administration.

Prof. Rona Preli spoke against Motion 1, reading the following concerns: (1) The motion makes no sense because the SVPAA already has veto power for policies passed by the AC. (2) Joint leadership cannot be mandated by a motion and certainly is not advanced by granting a non-elected administrator voting privileges on the AC. As AC Chair in 08-09 and 09-10, Prof. Preli said communication and collaboration have improved significantly this year. Collaborative, joint leadership is taking place now. (3) We have been told that this is something that the Board of Trustees wants us to pass and that we support it as a sign of good will. But, the Board’s responsibility does not extend to the workings of the AC, its membership and its voting rights; we gain nothing by passing this motion to appease the Board. The motion doesn’t make sense, is not necessary and is in opposition to AAUP principles on appropriate faculty governance.

SVPAA Fitzgerald, S.J., spoke in favor of Motion 1. In his four and one half months here, he has seen great generosity on the part of the faculty, which is exactly what he expected after his visits on a cold day last December and an even colder day last February. His work on the EPC, where he has a vote, has been rewarding and an example of good shared governance. He believes that a vote on AC will allow him to continue working for faculty and with faculty.
Prof. Irene Mulvey spoke against Motion 1 for two reasons. At first the administration wanted votes on the AC for the SVPAA and all six deans. Next, votes for the SVPAA, two deans and the GFS; the GF voted this down last May. Now, votes for only the SVPAA and the GFS. But it is a fundamental principle of representation that people who vote on a representative body should be elected by their constituents and neither the SVPAA nor the GFS are elected to the AC. It’s not about the number of votes, it’s the principle. In addition, a fundamental AAUP principle is that items that fall under faculty purview should be decided by faculty vote and this motion is completely antithetical to this principle.

Prof. Vin Rosivach spoke in favor of Motion 1. Although he agrees with Prof. Preli and Prof. Mulvey, it is a matter of principle versus practicality. The NEASC report was trumped up; the Blue Ribbon Commission was bought and sold, but many people have worked on this for a very long time. It’s unlikely we can do better that this proposal and we should vote for it.

Prof. Kathy Nantz spoke in favor of Motion 1. She understands the faculty’s role as defined by the AAUP but saying that the faculty or administration is responsible for items that fall under its purview and deciding under whose purview an item falls is easier said than done. The ACSG tried not to identify things by these boxes. The motion is not clearly aligned with AAUP principles, but the ACSG was attempting to define a more collaborative environment. An ACSG goal was greater sharing of decision-making especially when it is not clear under whose purview an item falls.

Prof. Ron Salafia spoke as a faculty member at Fairfield for 45 years. The first 20 years were good and for the next 25 years we had a President who had only contempt for the faculty. We have an opportunity now to change things. If we are conciliatory now, we can use that later. We can expect more cooperation from the administration and Board of Trustees in the future if we pass this motion that they want now.

**MOTION.** [Epstein/Davidson] to call the question.

**MOTION to call the question PASSED by the required 2/3 of those present and voting.**

The Committee on Committees conducted a ballot vote on Motion 1. Since it is an amendment to the *Faculty Handbook*, it requires a 2/3 vote to pass.

**MOTION 1 PASSED: 64 in favor, 31 opposed** *(The motion needed at least 64 votes to pass.)*

Prof. Miners called the faculty’s attention to the next motion, Motion 2, and called on Prof. Nantz to present. Prof. Nantz explained how this motion is different from the motion voted down by the General Faculty last May. Namely, today’s motion defines the AC Executive Committee (ACEC) as the AC Chair, AC Executive Secretary, GFS and SVPAA and describes the charge to the ACEC. Last May, the ACEC also included a senior academic administrator appointed annually by the SVPAA.

**MOTION 2.** [Scheraga/Tromley] That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended in section I.B.10, I.B.6., and I.B.7. paragraph 1. (New language is in **bold** and language to be deleted is marked with *strikethrough*.)

10. Agenda
Any member of the University community may suggest topics for the Council’s consideration. However, the Council, subject to specific instructions by the General Faculty, shall determine which items to accept for placement on the agenda. The Executive Committee of the Academic Council establishes the agenda of Council meetings. The members of the Executive Committee are the Chairperson and Executive Secretary of the Council, the Secretary of the General Faculty, and the Senior Vice-President for Academic Affairs. The Chairperson of the Council serves as Chairperson of the Executive Committee. The Executive Committee is also available to consult with faculty and administrators on the best way to address issues within the governance structure.

6. Position of Chairperson of the Council
The Academic Council shall, at its first meeting of the year, elect from its current elected membership a Chairperson for the ensuing year. The term of office is fixed for one year. The functions of the Chairperson are:

a. To serve as presiding officer during the course of Council meetings and to enforce the operating procedure adopted by the Council. In the absence of the Chairperson the Council shall designate a substitute from its membership, ex officio or elected.

b. Serve as its official representative to outside groups.

c. With the Executive Secretary establish the agenda for the meetings.

7. Position of Executive Secretary

The Executive Secretary is elected from the elected membership of the Council. The Executive Secretary is responsible for the following: (a) implementation of the actions of the Council; (b) arranging meetings of the Council and of the Council’s Executive Committee, and, in conjunction with the Chairperson, establishing the agenda; (c) communicating the work of the Council to the President and the General Faculty; (d) distributing Council-approved minutes to all members of the General Faculty; (e) overseeing committees of the Council; (f) designating the Recording Secretary before the next meeting of the Council; (g) whatever other executive function the Council may delegate.

Prof. DeWitt noted that it would probably be good to define the ACEC in the Handbook; now ACEC is undefined and used informally to refer to the AC Chair and AC Executive Secretary. He spoke against Motion 2 on principled and practical reasons. On principle, the AC agenda should be set by elected members of the AC. The SVPAA and the GFS are not elected to the AC and so shouldn’t be officially on the ACEC. On more practical grounds, many times sensitive matters are brought to the attention of the AC Chair and Executive Secretary who provide advice. If this motion passes, such confidential matters would be required to be shared with the SVPAA.

Prof. Nantz spoke in favor of Motion 2, saying it is much more appropriate to have the ACEC clearly defined and its charge articulated in our Handbook.

Prof. Keenan spoke in favor of Motion 2. When he was AC Chair, the business of setting the AC agenda consisted of fairly mundane business. The Executive Committee were simply conduits for AC business. He sees no problem with including the SVPAA in AC agenda-setting.

Prof. Phil Lane spoke against Motion 2. The Budget Committee, as it exists now, is not shared governance. This motion moves us in the opposite direction of the actions the GF took on 10/23.

Prof. Susan Rakowitz spoke in favor of Motion 2 since it will lead to increased communication. It’s essential that the faculty and administration work together and not just have regular meetings. Some have argued that the SVPAA will be bored with the dull work of the ACEC, but she does not consider that a drawback. She is not concerned that faculty will bring confidential matters to the ACEC, faculty will know this is inappropriate once the SVPAA is on the ACEC. And, in any event, the SVPAA could be outvoted on the ACEC three to one.

**MOTION. [Hohl/McFadden] to call the question.**

**MOTION to call the question PASSED by the required 2/3 of those present and voting.**

The Committee on Committees conducted a ballot vote on Motion 2. Since it is an amendment to the Faculty Handbook, it requires a 2/3 vote to pass.

**MOTION 2 PASSED: 61 in favor, 30 opposed** (The motion needed at least 61 votes to pass.)
MOTION. [Greiner/Steffen] to reorder the agenda and move to item 4
MOTION PASSED.

4. Proposed Handbook amendment giving authority for approval of school governance
documents to the faculty of a school and the President of the University

The motion was immediately put on the floor.

MOTION 4 [Thiel/Scheraga]. That the General Faculty approve that the Faculty Handbook
excised language in strikeout:

Each School’s faculty shall determine its own structure of governance, subject to the approval of
the University President Board of Trustees. The faculty of a School or the University President
Board of Trustees may propose amendments to a School’s initial governance document. All
amendments must be accepted by both the University President Board of Trustees and the faculty
of the School in question.

Prof. Hodgson asked what the trustees thought about the proposed motion. Prof. Thiel said he did not know and
made a

MOTION, to call the question.
MOTION to call the question PASSED by the required 2/3 of those present and voting.

The Committee on Committees conducted a ballot vote on Motion 4. Since it is an amendment to the Faculty
Handbook, it requires a 2/3 vote to pass.

MOTION 4 PASSED: 85 in favor, 4 opposed.

5. Proposed Handbook amendment adding VP of Marketing and Communication as an ex
officio member of the Public Lectures and Events Committee

The motion was put on the floor immediately and there was no discussion.

MOTION 5. [Lane/Scheraga] That the General Faculty approve the following amendment to the
Faculty Handbook: At I.C.b.9, first paragraph, added language proposed for amendment in bold;
excised language in strikeout:

Four members elected from the faculty with three year overlapping terms, and two students
elected by the Student Legislature. The Vice-President for Marketing and Communications
and the Director of the Quick Center for the Arts shall be non voting ex officio-a members.

The Committee on Committees conducted a ballot vote on Motion 5. Since it is an amendment to the Faculty
Handbook, it requires a 2/3 vote to pass.

MOTION 5 PASSED: 81 in favor, 6 opposed.
6. **Proposed Handbook amendment regarding the purpose and duties of the Faculty Salary Committee**

The motion was put on the floor immediately

**MOTION 6.** That the General Faculty approve the following proposed text to replace the language of the *Faculty Handbook* regarding the purpose and duties of the Salary Committee in section I.C.b.13.

**General Purpose**
To engage annually in collegial discussions regarding faculty salary and benefits with an administrative team appointed by the President.

**Specific Duties**
i. to start collegial discussions with the administrative team by October 1 of each year with the shared goal of reaching agreement on a Memo of Understanding to present to the General Faculty for approval.
ii. to review the Benefits Plan Overview for Full-Time Faculty, recommending changes to the General Faculty as appropriate.
iii. to review the text of the annual contract letter before it is sent to faculty.

Prof. Dawn Massey spoke against Motion 6 for the same reasons she voted against it at the AC. The charge doesn’t go far enough. The text should say “negotiations”. Also, in item ii., the recommendations only go one way from the Faculty Salary Committee (FSC) to the GF. The FSC should also be charged to recommend changes to the administration. She recommends that the GF send this back to the AC in order to strengthen the charge.

Prof. Joe Dennin spoke in favor of Motion 6. As a member of the FSC, he feels this is the best deal we can get.

**MOTION. [Tucker/Scheraga] to call the question.**

**MOTION to call the question PASSED** by the required 2/3 of those present and voting.

The Committee on Committees conducted a ballot vote on Motion 6. Since it is an amendment to the *Faculty Handbook*, it requires a 2/3 vote to pass.

**MOTION 6 PASSED:** 71 in favor, 15 opposed (The motion needed at least 58 votes to pass.)

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3. **Proposed Handbook amendments on Academic Council Executive Committee and voting membership of the Academic Council**

Prof. Miners reminded the GF that there was one more motion to consider under agenda item 3. There was a brief discussion as to whether or not the GF even needed to consider Motion 3 since Motions 1 and 2 had passed. Prof. DeWitt said we should defeat Motion 3 so that it would not go to the SVPAA for approval to include in the Journal of Record. Prof. Mulvey said the GF need not defeat a motion that many were in favor of and that we could simply let the SVPAA not approve this AC-approved motion for inclusion in the Journal of Record.

**MOTION 3. [Greenberg/DeWitt] That the Academic Council Chair and Executive Secretary, together with the General Faculty Secretary, meet with the Senior Vice President for Academic Affairs at least once a month. The meetings should take place before the agenda is prepared for upcoming Academic Council meetings. Topics for discussion should include but not be limited to possible Academic Council agenda items, as well as how best to address issues that arise within the governance structure of the university.**
MOTION. [Greenberg/Greiner] to call the question.
MOTION to call the question PASSED by the required 2/3 of those present and voting.

The Committee on Committees conducted a ballot vote on Motion 3 which requires a majority to pass.

MOTION 3 FAILED: 4 in favor, 86 opposed

7. Adjournment.

A MOTION [Johnson/Scheraga] to adjourn was made, seconded and PASSED without objection.

The meeting adjourned and was followed by a gala reception hosted by the Faculty Welfare Committee.

Respectfully submitted,
Irene Mulvey
Secretary of the General Faculty
APPENDIX 1:

Meeting of the General Faculty
Friday, November 20, 2009 from 3:30 - 5:00 PM
Dolan School of Business
Room 110A and 110B

A LIST OF MOTIONS AS THEY APPEAR IN THE PACKET FOR THE MEETING:

RE Agenda item 3. See page 16 of the 11/20/2009 GF Meeting packet:

**MOTION 1.** That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended in section 1.B.2 paragraphs 2 and 6 and 1.B.6 paragraph 1 as follows. (New language is in **bold** and language to be deleted is marked with **strikethrough**.)

Ex officio members of the Council are the **Senior Vice President for Academic Affairs**, Academic Vice President, the Deans of the Schools and the Secretary of the General Faculty. The **Senior Vice President for Academic Affairs and the Secretary of the General Faculty** are *ex officio* voting members. Additional *ex officio* positions may be accorded membership on the Council by appointment of the President and the Council. Faculty members of the Council are elected to represent the interest and orientations of the various Schools of the University.

The right to vote and/or to make and second motions is limited to faculty members elected to the Council and those *ex officio* members designated above as voting members. Other *ex officio* members do not have these rights. Only the elected faculty members on the Council have the right to vote and/or to make and second motions. *Ex officio* members do not have these rights. All Council members have the right and privilege of discussion. Additionally, the opportunity for direct communication from the President of the University to the members of the Council is afforded at all meetings in the Order of Business.

The Academic Council shall at its first meeting of the year, elect from its current *elected* membership a Chairperson for the ensuing year. The term of office is fixed at one year. The functions of the Chairperson are:…

At the Academic Council Meeting on 10/5/2009, a **MOTION** to approve the above amendment to the *Faculty Handbook* **FAILED**: 8 in favor, 9 opposed (8-9-0).
RE Agenda item 3. See page 17 of the 11/20/2009 GF Meeting packet:

**MOTION 2.** That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended in section I.B.10, I.B.6., and I.B.7. paragraph 1. (New language is in **bold** and language to be deleted is marked with **strikethrough**.)

10. Agenda
Any member of the University community may suggest topics for the Council’s consideration. However, the Council, subject to specific instructions by the General Faculty, shall determine which items to accept for placement on the agenda. **The Executive Committee of the Academic Council establishes the agenda of Council meetings.** The members of the Executive Committee are the Chairperson and Executive Secretary of the Council, the Secretary of the General Faculty, and the Senior Vice-President for Academic Affairs. The Chairperson of the Council serves as Chairperson of the Executive Committee. The Executive Committee is also available to consult with faculty and administrators on the best way to address issues within the governance structure.

6. Position of Chairperson of the Council
The Academic Council shall, at its first meeting of the year, elect from its current **elected** membership a Chairperson for the ensuing year. The term of office is fixed for one year. The functions of the Chairperson are:

a. To serve as presiding officer during the course of Council meetings and to enforce the operating procedure adopted by the Council. In the absence of the Chairperson the Council shall designate a substitute from its membership, ex officio or elected.

b. Serve as its official representative to outside groups.

c. With the Executive Secretary establish the agenda for the meetings.

7. Position of Executive Secretary
The Executive Secretary is elected from the **elected** membership of the Council. The Executive Secretary is responsible for the following: (a) implementation of the actions of the Council; (b) arranging meetings of the Council and **of the Council's Executive Committee**, and, in conjunction with the Chairperson, establishing the agenda; (c) communicating the work of the Council to the President and the General Faculty; (d) distributing Council-approved minutes to all members of the General Faculty; (e) overseeing committees of the Council; (f) designating the Recording Secretary before the next meeting of the Council; (g) whatever other executive function the Council may delegate.

At the Academic Council Meeting on 10/5/2009, a **MOTION** to approve the above amendment to the *Faculty Handbook* **FAILED**: 5 in favor, 12 opposed (5-12-0).
RE Agenda item 3. See page 18 of the 11/20/2009 GF Meeting packet:

**MOTION 3.** That the Academic Council Chair and Executive Secretary, together with the General Faculty Secretary, meet with the Senior Vice President for Academic Affairs at least once a month. The meetings should take place before the agenda is prepared for upcoming Academic Council meetings. Topics for discussion should include but not be limited to possible Academic Council agenda items, as well as how best to address issues that arise within the governance structure of the university.

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At the Academic Council Meeting on 10/13/2009, the MOTION above PASSED: 13 in favor, 2 opposed, 1 abstention (13-2-1).
RE Agenda item 4. See page 25 of the 11/20/2009 GF Meeting packet:

**MOTION 4.** That the General Faculty approve that the *Faculty Handbook* tenth edition (2006) be amended at I.D.3, added language proposed for amendment in **bold**; excised language in *strikeout*:

Each School’s faculty shall determine its own structure of governance, subject to the approval of the [University President](#) and [Board of Trustees](#). The faculty of a School or the [University President](#) and [Board of Trustees](#) may propose amendments to a School’s initial governance document. All amendments must be accepted by both the [University President](#) and [Board of Trustees](#) and the faculty of the School in question.

At the Academic Council Meeting on 10/13/2009, the following **MOTION PASSED** with 12 in favor, 0 opposed, and 3 abstentions (12-0-3).

**MOTION.** The AC recommends that the General Faculty approve that the *Handbook* be amended to give authority for the approval of the governance documents of schools to the President of the University.
RE Agenda item 5. See page 27 of the 11/20/2009 GF Meeting packet:

**MOTION 5.** That the General Faculty approve the following amendment to the *Faculty Handbook*: At I.C.b.9, first paragraph, added language proposed for amendment in **bold**; excised language in *strikeout*:

Four members elected from the faculty with three year overlapping terms, and two students elected by the Student Legislature. **The Vice-President for Marketing and Communications** and the Director of the Quick Center **for the Arts** shall be **non voting ex officio** members.

At the Academic Council Meeting on 10/13/2009, the **MOTION** below **PASSED** with 13 in favor, 0 opposed, and 1 abstention (13-0-1).

**MOTION.** The Academic Council recommends the General Faculty approve the following amendment to the *Faculty Handbook*: At I.C.b.9, first paragraph, added language proposed for amendment in **bold**; excised language in *strikeout*: Four members elected from the faculty with three year overlapping terms, and two students elected by the Student Legislature. **The Vice-President for Marketing and Communications** and the Director of the Quick Center **for the Arts** shall be **non voting ex officio** members.
RE Agenda item 6. See page 34 of the 11/20/2009 GF Meeting packet:

**MOTION 6.** That the General Faculty approve the following proposed text to replace the language of the *Faculty Handbook* regarding the purpose and duties of the Salary Committee in section I.C.b.13.

General Purpose  
To engage annually in collegial discussions regarding faculty salary and benefits with an administrative team appointed by the President.

Specific Duties  
i. to start collegial discussions with the administrative team by October 1 of each year with the shared goal of reaching agreement on a Memo of Understanding to present to the General Faculty for approval.  
ii. to review the Benefits Plan Overview for Full-Time Faculty, recommending changes to the General Faculty as appropriate.  
iii. to review the text of the annual contract letter before it is sent to faculty.

Current text is below:  
General Purpose  
To receive and make specific recommendations each year to the appropriate administrative officers regarding faculty salaries and other wage benefits.

Specific Duties  
i. to keep under continuous review the whole question of faculty salaries and scale.  
ii. to keep abreast of available fringe benefit programs relating to matters such as retirement, health insurance, life insurance, education for dependents, etc.

*At the Academic Council Meeting on 11/2/2009, the MOTION below PASSED: 10 in favor, 1 opposed, 0 abstentions (10-1-0).*

**MOTION.** That the AC recommend to the GF that it approve the following proposed text [as stated above] to replace the language of the *Faculty Handbook* regarding the purpose and duties of the Salary Committee in section I.C.b.13.
Appendix 2

A ROADMAP TO THE REVISED GOVERNANCE PROPOSALS
SUBMITTED BY THE ACADEMIC COUNCIL SUBCOMMITTEE ON GOVERNANCE

Five New Proposals

The subcommittee recommends that the Handbook be amended to add the Vice-President for Marketing and Communications as an ex officio nonvoting member of the Public Lectures and Events Committee.

The subcommittee recommends that the Handbook be amended to give the authority for the approval of the governance documents of schools to the President of the University.

The subcommittee recommends that the Academic Council establish a subcommittee to formulate a Handbook amendment that formalizes the current practice of Handbook committee chairpersons sitting as nonvoting members on comparable committees of the Board of Trustees, considers the relationship of these chairs with the Committee on Conference with the Board of Trustees, and notes their responsibility to report, when appropriate, to the Academic Council and the General Faculty.

The subcommittee recommends that the Academic Council establish a subcommittee to consider the value of folding the work of the University Council into the Student Life Committee.

The subcommittee recommends that the Academic Council pass a motion that requests the University President to add the chairpersons of the Salary Committee and the Educational Planning Committee to the membership of the University Budget Committee.

Two Revised Proposals, with an Explanation of the Revisions

The subcommittee recommends that the Handbook be amended to extend voting privileges at the Academic Council to the Secretary of the General Faculty and the Senior Vice-President for Academic Affairs.

**Change:** The previous proposal also called for the extension of administrative voting privileges to two Academic Deans. This revised proposal does not.

The subcommittee recommends that the Handbook be amended to authorize an Executive Committee of the Academic Council composed of the Council’s Chairperson, the Council’s Executive Secretary, the Secretary of the General Faculty, and the Senior Vice-President for Academic Affairs. The task of the Executive Committee is to plan the agenda for meetings of the Council. The dialogue that ensues in meetings of the Executive Committee also will provide an opportunity for faculty leadership and the SVPAA to identify and solve problems that can be adjudicated informally.

**Change:** The previous proposal also called for the addition of a second, senior academic administrator to the Executive Committee of the Academic Council. This revised proposal does not.
For Agenda Item 3:

**Background:**
At the 10/13/2009 AC Meeting, the Council passed a motion creating the **AC Subcommittee on Handbook language/faculty on board committees** and charged the committee to formulate **Handbook** amendments to formalize the current practice of **Handbook** committees chairpersons sitting as nonvoting members of comparable committees of the Board of Trustees, to consider the relationship of these chairs with the Committee on Conference with the Board of Trustee, and notes the responsibility to report, when appropriate, to the Academic Council and the General Faculty.

The Subcommittee (Professors Bernhardt, Chair, Bowen, Gibson, Mulvey and SVP Fitzgerald) had two meetings, conducted additional business by email, and reported to the AC on 3/1/2010. The Subcommittee’s complete report is in the 3/1/2010 AC packet on the General Faculty Secretary’s website at www.faculty.fairfield.edu/gfs. The Council unanimously approved all the Subcommittee’s proposed amendments to the Handbook.

**Motion 1.** That the **Faculty Handbook** be amended at I.C.b.6 on pages 13-14 as follows with new language in **boldface and underlined**, and text to be deleted marked with **strikethrough**.

6. **Conference with the Board of Trustees**

**Membership**
Five members elected for three-year overlapping terms.

**General Purpose**
To be the official faculty representatives of the General Faculty to meet with the Board of Trustees, and to be a channel of communication between the General Faculty and the Board of Trustees. To represent the faculty, in any of their concerns, with the appropriate committee of the Board of Trustees.

**Specific Duties**

i. to confer, **individually or collectively**, with the Board of Trustees or the appropriate any committee of the Board of Trustees at the direction of the Academic Council or the faculty, or at the request of the Board of Trustees.

ii. **to act under the guidance of the Academic Council to coordinate and assist the members of Handbook committees elected to attend and participate in deliberations of the Board’s committees by meeting periodically to keep one another abreast of developments on the Board committees.**

iii. to suggest to the Academic Council matters that in the Committee’s judgment should be referred to the Board of Trustees.

iv. to report results to the Academic Council and to the faculty.

**Rationale.** Under General Purpose, the language is intended to reinforce the fact that the Conference Committee members are the faculty members elected by the General Faculty to meet with the Board. The language highlights the important function of the Conference Committee as a channel of communication, although it is not intended to nor should it usurp the **Handbook** mandated role of the Faculty Secretary to be the official correspondent with the Board.

Under Specific Duties i., the language clarifies current language that the Conference Committee members can meet with any committee of the Board.

Under Specific Duties ii., the language is intended to coordinate faculty representatives to Board committees through the Conference Committee and under the guidance of the AC.
Motion 2: that the Faculty Handbook be amended at I.C.b.7 on pages 14-15, at I.C.b.9 on page 15 (as amended GF 11/20/2009), at I.C.b.11 on page 16, at I.C.b.12 on pages 16-17, and at I.C.b.16 on page 19 as follows with new language in boldface and underlined, and text to be deleted marked with strikethrough.

I.C.b.7 on pages 14-15

7. Student Life

Membership

Four full-time faculty members who have completed at least two years of service at the University and who hold the rank of Assistant Professor or higher, elected for two-year overlapping terms.

General Purpose

To study and make recommendations concerning nonacademic aspects of student life: extracurricular activities, student health and welfare services, food services, dormitories, undergraduate conduct and life style. The Committee will normally carry out its duties through the University Council but will also report to the Academic Council and the General Faculty as appropriate.

Specific Duties

A. Trustee Liaison

To elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the Student Affairs Committee of the Board of Trustees for that year.

AB. Student Activities

i. to evaluate the total program of student activities and facilities, and the activities schedule, with special emphasis upon the amount of student participation.

ii. to recommend appropriate standards of academic performance for participation in student activities.

BC. Student Health and Welfare

To keep under continuing review and to recommend policies concerning the student health program and infirmary services, and food service.

CD. Student Life

i. to discuss and make recommendations concerning the quality of dormitory life on campus and the well-being of off-campus boarders.

ii. to cooperate with other segments of the University in the maintenance of morale and in the development of guidelines for undergraduate conduct.

iii. to recommend to the appropriate agencies policies concerning dismissals and other penalties, including suspension.
9. **Public Lectures and Events**

**Membership**

Four members elected from the faculty with three-year overlapping terms, and two students elected by the Student Legislature. The Vice-President for Marketing and Communications and the Director of the Regina A. Quick Center for the Arts shall be non-voting *ex officio* members.

**Specific Duties**

i. to assist faculty in planning and organizing public lectures and events on campus.

ii. to help heighten the promotion of student-organized public lectures and events on campus.

iii. to facilitate faculty inclusion of campus public lectures and events into their curriculum and syllabi.

iv. **to elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the Marketing and Communications Committee of the Board of Trustees for that year.**

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I.C.b.11 on page 16

11. **University Advancement**

**Membership**

Three members elected from the faculty for three-year overlapping terms. The Vice President for University Advancement shall be an *ex officio* voting member.

**General Purpose**

To inform and make recommendations to the faculty concerning the programs of the Division of University Advancement and to act as a liaison between the faculty and the Division in developing programs of public and community relations, alumni and alumnae relations, annual and capital fund raising.

**Specific Duties**

i. To participate in the planning and program development activities of the Division of University Advancement as they pertain to community relations, fund raising and faculty/alumni and alumnae relations.

ii. **to elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the University Advancement Committee of the Board of Trustees for that year.**
12. Educational Planning

Membership

Nine members elected from the faculty for three-year overlapping terms, one member to be elected from each of the following electoral divisions: School of Nursing; School of Business; Graduate School of Education and Allied Professions; Behavioral and Social Sciences; Natural Sciences, Mathematics and Engineering; two members from the Humanities; and two members at large without restriction as to curriculum area or school. The Academic Vice President and two Academic Deans, appointed annually from among the academic deans by the Academic Vice President, are voting *ex officio* members.

General Purpose

To review and evaluate initiatives in long-range planning and, when deemed necessary, to evaluate the status of schools, educational programs, and permanent institutes.

Specific Duties

i. to review and evaluate periodic long-range planning initiatives on the part of faculty and administration.

ii. to initiate, when appropriate, further educational planning that promotes the academic mission of the University.

iii. to review and evaluate proposals for the establishment of schools, educational programs, and permanent institutes, with regard to their possible integration into current academic structures, and with special attention to the resources such proposals and their integration would require.

iv. to evaluate, on the recommendation of the faculty or Academic Vice President, the present status or, when necessary, viability of schools, educational programs, and permanent institutes.

v. **to elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the Academic Affairs Committee of the Board of Trustees for that year.**

Meeting

The first meeting of the Educational Planning Committee shall be on the Thursday of the second full week of the academic year, and subsequently the third Thursday of every month. Otherwise, the Educational Planning Committee shall determine the frequency of additional meetings and the duration of its meetings, as dictated by the nature and volume of its work, consistent with speedy action on all outstanding issues.
16. **Educational Technologies Committee**

**Membership**

Seven members elected from the faculty for three-year overlapping terms; one member to be elected from each of the following electoral divisions: Behavioral and Social Sciences, Natural Sciences and Mathematics, the Graduate School, Business, and Nursing, and two members from two different departments in the Humanities. The Directors of the Library, Distance Education for University College, Administrative Computing, Media Center, and Computing and Network Services shall be *ex officio* members.

**General Purpose**

To study and make recommendations concerning computer and media facilities and service for academic activity and research.

**Specific Duties**

i. to review faculty needs and uses of educational technologies and to make recommendations concerning media and computer resources as these pertain to faculty teaching and research needs.

ii. to review and make recommendations regarding the process for informing and educating faculty in the use of the available facilities and services.

iii. to recommend policies regarding the development of computer and media facilities and services, and the education of faculty in their use.

iv. **to elect from its current elected membership, at the beginning of each academic year, one member to attend and participate in meetings of the Information Technology Committee of the Board of Trustees for that year.**

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**Rationale.** Language is added to each of the relevant *Handbook* committees to describe the process by which an elected faculty member of the committee is elected to attend and participate in meetings of the appropriate Board committee.
For Agenda Item 3:

Academic Council Meeting
March 1, 2010
Excerpt of DRAFT Minutes

4.b. Report from AC Subcommitteee on Handbook Language re Faculty on Board committees:

Prof. Bernhardt, subcommittee Chair, reported on the subcommittee’s work regarding the faculty representatives attending meetings of Board of Trustees Committees. He noted the proposed language for the Faculty Handbook was on pages 16 to 21 of the 3/1/2010 AC meeting packet. Prof. Bernhardt then asked if there were any questions concerning the proposed Handbook changes.

Prof. Susan Rakowitz asked who would meet individually with whom? Prof. Bernhardt replied that individuals on the Committee on Conference might meet with different board Committees, and that this was the SVPAA’s idea. Prof. Bayne referred to the “Letter to Conference Committee Chair from President – From AC Packet, 9/10/2007 to Marcie Patton, Chair, Committee on Conference with the Board of Trustees” (pg. 27-28 of the 3/1/2010 AC Packet) that refers to the “nomination and selection” question. Prof. Mulvey explained that the faculty found this unacceptable when it was proposed, and that it was not the procedure that was subsequently implemented. Prof. Bayne asked if there was any reason to think the board would insist on the “nomination and selection” procedure described in that letter. Prof. Mulvey stated that the faculty were not happy with a nomination/selection process, and when the Board realized that this was a no go, the process described in the Paul Huston letter (pg. 27-28 of the AC packet) was implemented. Prof. Dawn Massey stated that although the Budget Committee is not a Handbook committee, might it make sense to also have language for the Journal of Record formalizing the role of faculty representatives on the Budget Committee? Prof. Dennin asked if the Board would accept the language, since the procedure described is not exactly the same as what is in Paul Huston’s letter. Prof. Bernhardt explained that the procedure described in the proposed language is the procedure that was used this year, and the board seems happy with it. Prof. Hodgson asked about the language “meeting with one another” in terms of who are these people? Prof. Bernhardt replied that they are members of the Committee on Conference plus the other Handbook committee members that are chosen to meet with board Committees. Prof. Mulvey added that all the meetings of faculty representatives with board Committees are to be under the guidance of the Academic Council. Prof. Rakowitz asked is it necessary to have this phrase “meeting with one another” or does it confuse the issue? Prof. Mulvey responded that this was to avoid any misunderstanding in the relationship between committees and the Council. Prof. Massey asked if the phrase should be moved to General Purpose? Prof. Mulvey stated that she did not want to edit on the fly, so if the Council felt there were changes that should be made, this should be sent back to the subcommittee. Prof. Preli asked if the Council wanted to send this back to the subcommittee. Prof. Bernhardt stated that the Council should vote on this.

Prof. Preli asked if we should go through the proposed changes one at a time. The sense of the Council was to vote on the changes on page 16 separately, then since the remaining changes involve the same language applied to different committees, vote on them as a group.
MOTION [Dennin] The Academic Council recommends that the General Faculty accept the changes to the purpose and duties of the Committee on Conference with the Board of Trustees as found on page 16 of the packet for the AC meeting of 3/1/10.

MOTION PASSED: 17 in favor, 0 opposed, 0 abstentions

Prof. Preli then asked if there was a motion regarding the proposed changes found on pages 17 to 21 of the packet.

MOTION [Massey/Bowen] The Academic Council recommends that the General Faculty accept the proposed changes to the Faculty Handbook as found on pages 17 to 21 of the packet for the AC meeting of 3/1/10.

MOTION PASSED: 17 in favor, 0 opposed, 0 abstentions

Dean Wilson suggested that the reference under Membership on page 18 of the packet would be better if it referred to the Regina A. Quick Center for the Arts.

Prof. Bernhardt indicated additional recommendations that there be faculty representation on the full Board and that the faculty representatives should be allowed to be present for the entire duration of board subcommittee meetings. Prof. Preli thanked the members of the subcommittee – Profs. Bowen, Mulvey, Gibson, and Bernhardt, and SVPAA Fitzgerald.